

November 18, 2008

Springfield, Illinois

REGULAR MEETING OF THE ILLINOIS DEAF AND HARD OF HEARING COMMISSION

The eighth meeting of the Interpreter Licensure Board was held on Tuesday, November 18, 2008, at the Illinois Deaf and Hard of Hearing Commission Office, 1630 S. Sixth Street, Springfield, Illinois.

I. Call to Order

Paul Menkis, Chair, called the meeting to order at 9:20 a.m. on November 18, 2008.

Members Present:

Paul Menkis	Dana Craig	Karen Janssen
Carole Clemons	Shelley Engstrom-Kestel	Janet Lambert
Becki Combs	Teri Hedding	

Members Absent:

None.

Interpreters:

Sheila Chapman, CSC	Marilyn Corlett, CSC
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Public:

None.

IDHHC Staff Present:

John Miller, Director
Tonia R. Bogener, Legal Counsel
Doni Cosby

II. Approval of Minutes

Teri Hedding moved to approve the minutes as corrected. Becki Combs seconded. All in favor: Paul Menkis, Carole Clemons, Becki Combs, Shelley Engstrom-Kestel, Dana Craig, Teri Hedding and Karen Janssen; Opposed: None; Abstained: None. Motion carried.

III. IDHHC Staff Report

Director Miller updated the Licensure Board on the following:

- **Budget Fund 449**

Authority to spend interpreter licensure funds has been granted, but expenditures cannot occur until licensure fees have been collected.

- **Coordinator Position**

IDHHC is unable to proceed with hiring the Interpreter Coordinator position due to the hiring freeze. Currently, a temporary contractual employee was hired to assist with interpreter licensure.

- **Sorenson**

On November 14, 2008, IDHHC had a meeting with Sorenson to discuss Sorenson's objection to including VRS Interpreters under the Interpreter Licensure Rules. Sorenson's position is that Illinois cannot regulate VRS Interpreters because it is regulated by the FCC. In attendance were John Miller, Director, Janet Lambert, Assistant Director, Tonia R. Bogener, Legal Counsel, Paul Menkis, Interpreter Licensure Board Chair (via VP), Shelley Engstrom-Kestel, Interpreter Licensure Board Vice Chair, Gil Strobel, Sorenson Attorney, Bill Forcade, Sorenson Attorney, Kelley Clark, Sorenson District Manager, Becky Yadrich, Sorenson Central District Manager, Al Cano, JCAR Analyst and Representative Sara Fergenholtz (via phone). The meeting lasted a little more than an hour. IDHHC maintains the position that VRS Interpreters working in Illinois are required to be licensed. Approximately 75 emails were received in support of the IDHHC position from consumers and interpreters.

The Board recessed briefly at 9:55 a.m.

IV. Unfinished Business

a. IDHHC Deaf Interpreter Knowledge Based Test

Shelley Engstrom-Kestel moved that the Board solicit applications from a licensed (master) CDI to consult with the Board on the Deaf interpreter knowledge based test development. Dana Craig seconded. The Board discussed how IDHHC should seek out CDI professional to consult on developing a knowledge based test. All in favor: None. Opposed: Paul Menkis, Carole Clemons, Becki Combs, Shelley Engstrom-Kestel, Dana Craig, Teri Hedding and Karen Janssen; Abstained: None. Motion failed.

Discussion continued on how to proceed with development of the Deaf Interpreter Knowledge Based Test. Shelley Engstrom-Kestel suggested the Board develop a list of names for potential consultants instead of soliciting applications. Additionally, the Board should have a working group to work with the consultant.

Shelley Engstrom-Kestel moved that IDHHC to contact June Prusak, CDI, to seek her expertise as a consultant on the Deaf Interpreter Knowledge based test. Dana Craig seconded. No further discussion. All in favor: Paul Menkis, Carole Clemons, Becki Combs, Shelley Engstrom-Kestel, Dana Craig, Teri Hedding and Karen Janssen; Opposed: None; Abstained: None. Motion carried.

Shelley Engstrom-Kestel moved that based on the acceptance of the consultant (June Prusak), the Board will create a working group made up of 2 Licensure Board members and June Prusak to develop the Deaf Interpreter Knowledge Based Test. The completed test will be subject to the approval of the full Board. Becki Combs seconded. All in favor: Paul Menkis, Carole Clemons, Becki Combs, Shelley Engstrom-Kestel, Dana Craig, Teri Hedding and Karen Janssen; Opposed: None; Abstained: None. Motion carried.

V. New Business

a. Second Notice Status

The proposed Interpreter Licensure rules are scheduled for JCAR meeting on Wednesday, November 19, 2008. Licensure Board members are encouraged to attend. However, public comments are not received during this meeting. IDHHC cannot accept applications for licensure until the rules are published. IDHHC is hopeful that it will be able to accept applications by the end of November.

b. Processing of License Applications

Licensure information including fees is posted on the IDHHC's website. IDHHC sent a mass mailing to all interpreters previously registered with an update on the status of interpreter licensure. Upon the rules being final, a second mailing will be sent including instructions and fees. It was emphasized that ignorance of the law is not a valid excuse for non-compliance.

i. E-Pay

IDHHC has established a way to accept credit card payments online through E-Pay. E-Pay is set up through the Treasurer's office. A link will be available from IDHHC's website to the E-Pay site. The goal is to incorporate a way to submit the application electronically. Currently, applicants can pay online including a convenience fee, but still need to formally submit paperwork. Applications will not be accepted via facsimile as original signatures are required.

ii. E-mail Confirmation

Any interpreter initially submitting the appropriate application and fees before 12/31/08 will receive an e-mail confirmation from IDHHC. If received after 1/1/09, an e-mail confirmation will not be sent. It takes up to 30 days to process a license application. The law does not allow for a grace period. Interpreters can be fined for non-compliance as of 1/1/09.

c. Forms

Copies of the application, verification form and brochure was distributed for review and comment. It was noted that on the application under the Education section, a place for associate degree needs to be added. Board members gave feedback to IDHHC on the Interpreter Licensure brochure.

d. Outreach Materials

Janet Lambert explained that currently all forms and outreach materials are being printed in-house. However, upon finalizing the materials IDHHC will look at the costs associated in having items printed in bulk. IDHHC is still developing outreach materials and plans to have Doni Cosby work on materials for the Deaf community. Discussion followed on the need for v-logs for the community and ideas of who to use in the development.

It was explained that the Verification form only needs to be submitted with the application if an applicant is applying with a license from a different state. It would not be necessary for applicants with a Missouri License to complete the form because Missouri Certifications are included in the accepted certifications. Therefore, an applicant is not applying for an Illinois license based on their Missouri license.

Individual license cards will be issued each year. The cards are wallet sized and will have the Interpreter Name, License Type, License Number and expiration date. The license cards will be different colors to identify the various proficiency levels.

The Board recessed for lunch at 12:00 p.m. and reconvened at 1:05 p.m.

Paul Menkis asked the Board to discuss items for the January 15, 2009 meeting agenda.

The following agenda suggestions were made:

- Staff Update
- Deaf Interpreter Knowledge Based Test
 - o Consultant Update

Karen Janssen moved that the 2 Board members selected to the Deaf Interpreter Knowledge Based Test be interpreters. Dana Craig seconded. Discussion followed that Karen Janssen and Shelley Engstrom-Kestel with the consultant would establish the working group. All in favor: Paul Menkis, Carole Clemons, Becki Combs, Shelley Engstrom-Kestel, Dana Craig, Teri Hedding and Karen Janssen; Opposed: None; Abstained: None. Motion carried.

Discussion continued on future agenda items.

- Updates
 - o Information regarding license registration or applicants
 - o Status of consultant
 - o Outreach
 - o Budget Update
- Board Elections
 - o Chair
 - o Vice-chair
 - o Secretary

- Outreach
 - o V-log
 - o DVD

The Board also discussed other items of business. Board members expressed concern about not being notified about certain things ahead of time. The Board learns of things after the fact rather than beforehand. Board members are encouraged to ask Tonia and Janet for updated information and also register for IDHHC e-mail alerts.

The Board asked about its involvement in the licensure complaint process. It was explained the Board cannot be involved in the initial investigation. If IDHHC is unable to resolve a complaint informally, then it will be referred to DFPR for a formal administrative hearing. At that time, the Board will be involved in the administrative hearing and make its recommendations. Licensure updates will come from the Interpreter Coordinator.

The Board discussed the potential use and audience for DVDs developed for community outreach. It was suggested that a card similar to the one distributed by MCLD be developed for and distributed to the Deaf community. The Board discussed at length the value of cards for the Deaf community and what should or should not be on such a card. Shelley Engstrom-Kestel asked Staff to develop ideas for the Board to review at its next meeting.

V. Adjournment

Meeting adjourned at 2:30 p.m.

SIGNATURE ON FILE

Paul Menkis, Chair

Date

SIGNATURE ON FILE

Karen Janssen, Secretary

Date